

RESOLUTION 2015-03

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF DELAWARE TOWNSHIP
ESTABLISHING A DONATION POLICY FOR THE ACCEPTANCE OF GIFTS FROM
INDIVIDUALS, BUSINESSES AND ORGANIZATIONS**

WHEREAS, from time to time, individuals, businesses and organizations wish to donate either gifts of money or property to Delaware Township for the benefit of the community; and

WHEREAS, the Delaware Township Supervisors encourage the public to donate gifts to the Township for the benefit of the community; and

WHEREAS, the Delaware Township Supervisors intend to establish a unified policy to review and approve all gifts subject to this policy prior to acceptance of those gifts by the Township,

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of this Township, that the following donation policy is hereby adopted:

SECTION 1. Definition: In the context of this resolution, a “donation” shall mean (1) a donation of cash; or (2) a donation of real or personal property.

SECTION 2. Authority to Accept. Only the Board of Supervisors of Delaware Township shall have the authority to accept gifts to the Township.

SECTION 3. Board Approval Necessary. All proposals to donate gifts to the Township shall be submitted to the Board of Supervisors for approval. No employee of Delaware Township shall have authority to approve any proposal to donate gifts to the Township. Prospective donors are encouraged to make all such proposals in writing, addressed to the Board of Supervisors.

SECTION 4. Receipt of Donations; Board Approval Necessary. Donations offered to an employee for the Township may not be received by the employee. Rather, any donation shall be delivered to the Township Manager, who shall provide complete details about the donation to the Board of Supervisors at its next meeting. The Board shall either approve or disapprove the donation at that time. Upon any disapproval, the donation shall be returned immediately to the donor. Employees of Delaware Township are expressly prohibited from receiving any donations.

SECTION 5. No Personal Benefit. No employee or elected or appointed official of Delaware Township shall personally receive benefit or gain from any donation to the Township.

SECTION 6. Violations. Any employee of Delaware Township who is found to have accepted a donation is in violation of this policy and shall be subject to disciplinary action in accordance with then existing policies, rules and regulations relating to such discipline for violations of Township policies; or if there are no applicable policies, rules and regulations relating to such discipline, then such employee shall be subject to such disciplinary action as the Board of Supervisors in its sole discretion, shall determine.

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SECTION 7. Exclusions From This Policy. The following food type items and inconsequential items shall be exempt from this policy; fruit baskets, candy, baked goods and other food type items, meeting meals, calendars, pencils, pens, hats, tee shirts, posters, flowers and other similar type inexpensive items.

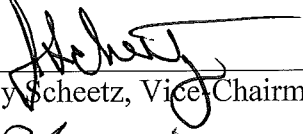
SECTION 8. Effective Date. This policy shall become effective immediately.

DULY RESOLVED this 14 day of January, 2015, by the Board of Supervisors of Delaware Township, Pike County, Pennsylvania in lawful session duly assembled.

Board of Supervisors of Delaware Township

BY: 

Thomas M. Ryan, Chairman/Township Treasurer



Jeffrey Scheetz, Vice-Chairman/Township Secretary



Robert Luciano, Supervisor